

# **EMT-Intermediate/85 Record of Continuing Education for Recertification**



**South Dakota Department of Public Safety  
Emergency Medical Services  
118 W Capitol Avenue  
Pierre, South Dakota 57501  
(605) 773-4031**

**<http://www.state.sd.us/dps>**



**Dear EMT I/85,**

Over the next two years you will have the opportunity to increase your knowledge and skills through continuing education. South Dakota EMT I/85's have several resources to choose from to obtain the forty CE hours needed for recertification. In order to better serve you the EMS Office will continue to provide and approve the following CE resources as they meet current requirements:

- Statewide Monthly In-service training (2 hours per month)—to find a location near you, reference our web site at [www.state.sd.us/dps](http://www.state.sd.us/dps).
- All internet hours approved through [www.cecbeems.org](http://www.cecbeems.org) are approved through the State EMS Office for CE credit.
- CE application for training approval—instructors may apply to receive state approved CE credit for classes they are instructing which will count for EMT I/85 recertification.
- Teaching of courses approved by the State EMS Office within the scope of the EMT I/85 level.
- State approved refresher courses will be posted on our web site. We will publish all approved courses including BTLs, PHTLS, AMLS, PEPP, PALS, and ACLS that we are notified of. This is a valuable tool for those wishing to further their education.
- Effective immediately EMT I/85's will be allowed to submit their recertification materials to our office for approval as early as April 15 in the year of their expiration. Once the materials have been approved a date stamp will be placed in Section II of their new book. EMT I/85's will then be able to accumulate hours for their next recertification period from that date on. If books are lost or misplaced and another copy is requested then the EMT I/85's will be responsible for obtaining their hours for the normal recertification period of July 1<sup>st</sup> to June 30<sup>th</sup>.

## **Recertification Guidelines for the Emergency Medical Technician-Intermediate/85**

All South Dakota EMT I/85's are required to maintain certification on a biennial (two-year) basis that expires June 30 of odd numbered years. An EMT I/85 must be state certified; however, in order to act as a South Dakota EMT I/85 it is legally necessary to be licensed through the State Board of Medical & Osteopathic Examiners on a yearly basis. An application for licensing can be found at [www.state.sd.us/dps](http://www.state.sd.us/dps).

An EMT I/85 is responsible for completing and submitting the necessary materials to the Emergency Medical Services Office. If a change of name, address, affiliation, or felony status changes please notify the EMS Office in writing or by calling (605) 773-4031.

The EMT I/85 state certification is maintained by submitting Sections I-V. If relicensing with the State Board of Medical & Osteopathic Examiners is being sought, an application for relicensing can be found at [www.state.sd.us/dps](http://www.state.sd.us/dps).

Materials submitted to the EMS Office between April 15 to June 1 will provide the necessary processing time to ensure that a lapse in certification and licensure does not occur. If a lapse occurs, an EMT I/85 will not be able to legally act as an EMT I/85 until this relicensure process is completed. A minimum of 40 hours of continuing education (Sections II & III) is required for recertification.

# Recertification Requirements

Sections I, II, III, IV, and V must be submitted to the EMS Office for recertification. It is not necessary to submit the entire booklet, only the previously mentioned sections. We recommend that you keep a copy of all materials submitted to the EMS Office for your records.

Continuing education hours are to be earned and used within the same biennial (two-year) recertification period.

## A. Section I - Applicant Information

Please complete all information requested in this Section, then sign and date the Applicant's Certification box.

## B. Section II – Mandatory Hours (24 Hours)

A twenty-four hour refresher course is required every two (2) years for EMT I/85 recertification. The 24 hours listed in the “mandatory” section are designed to meet state requirements. The hours are broken down into the following categories:

- Preparatory - 1 hour
- Airway - 2 hours
- Patient Assessment - 3 hours
- Medical/Behavioral Emergencies - 4 hours
- Trauma - 4 hours
- Obstetrics - 2 hours
- Pediatrics - 2 hours
- Cardiac Emergencies/AED - 4 hours
- (Ambulance personnel are required to have AED review every six months.)
- Electives - 2 hours

If the course instructor signature is not obtained, but a course completion certificate is provided, record the date, hours, and “Program Description” in the appropriate spaces, write “see certificate” on the “Signature Verification” line, and attach a copy of the course completion certificate.

EMT I/85's can obtain up to 10 hours of internet CE hours for Section II and up to 10 hours for Section III as long as the course is approved through [www.cecbems.org](http://www.cecbems.org).

C. Section III – Record of Additional Continuing Education Hours (16 Hours)

Section III is for recording a minimum of sixteen (16) additional continuing education hours in any of the following categories:

- Roles and Responsibilities
- EMS Systems
- Medical/Legal Considerations
- EMS Communications
- Rescue
- Major Incident Response
- Stress Management
- Medical Terminology
- General Patient Assessment and Initial Management
- Airway Management and Ventilation
- Assessment and Management of Shock
- Pathophysiology of Shock
- Defibrillation
- PHTLS
- BTLS
- Auto Extrication
- EVOC
- CPR Instruction
- Dispatcher Training
- Other Training Approved by the EMS Office.

D. Section IV – CPR Verification

CPR verification is required of every state certified EMT I/85. The applicant is required to tape a photocopy of the front and back of their current CPR card in the boxes provided or have the instructor sign, date, and write the expiration date of the current CPR certification on the lines provided. CPR verification must include all of the following skills:

- Adult 1 and 2 rescuer CPR,
- Adult obstructed airway,
- Child CPR,
- Child obstructed airway,
- Infant CPR, and
- Infant obstructed airway.

## E. Section V – Skills Maintenance

An EMT I/85 must display proficiency in the skill areas of:

- Patient Assessment (Medical & Trauma),
- Oxygen Therapy, and
- IV Therapy (eight successful IVs on live patients or volunteers during the two year certification period, one every three months).

It is necessary to have your medical director sign and provide his/her South Dakota medical license number.

## Verifications

The continuing education hours must be verified by the class coordinator, the instructor, or by a photocopy of the verifying documents; i.e., course completion certificate. Please note, if the applicant is submitting photocopies of course completion certificates, the continuing education hours listed on the photocopy must also be listed in the proper categories in Section II - Mandatory Hours or Section III – Additional Sixteen (16) Hours.

## Continuing Education Guidelines

Information pertaining to continuing education courses is available by accessing the South Dakota Department of Public Safety Web Site (<http://www.state.sd.us/dps>).

A continuing education hour is based on 50 minutes of participation. The continuing education program should be organized around the training and responsibilities of the EMT I/85 and designed to meet the following specific objectives:

- A. Enhance the Emergency Medical Technician's understanding of clinical and operational roles and responsibilities,
- B. Enhance skills in patient assessment and in all emergency treatment procedures within the scope of the Emergency Medical Technician-Intermediate/85,

## SECTION I: EMT-INTERMEDIATE/85 APPLICANT INFORMATION

Sections I, II, III, IV, and IV are necessary for EMT I/85 recertification. Applications can be submitted as early as January 1 to the address on the front cover of this booklet. Please feel free to contact us with any further questions.

**Note: applications not complete will be returned.**  
**Please type or print all entries.**

☐ Please check if new address.

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

Birth Date \_\_\_\_\_ Soc. Security# \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

SDEMT-I# \_\_\_\_\_ SDEMT-I Expiration Date \_\_\_\_\_

### EMS EMPLOYMENT

Are you presently involved in EMS? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what service or agency are you affiliated with? \_\_\_\_\_

Have you ever been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please attach official documentation that describes the offence, current status, and disposition of the case.

### APPLICANT'S CERTIFICATION

I accept responsibility for having read all information on this form and in the booklet and understand that any misrepresentation of facts regarding my recertification requirement is cause for cancellation of the application or revocation of my certification.

Signature \_\_\_\_\_ Date \_\_\_\_\_



## SECTION II: EMT-I/85 MANDATORY 24 HOURS

DATE (M/D/Y)	Hrs.	PROGRAM DESCRIPTION (Mandatory Hours Subject Summary)	SIGNATURE VERIFICATION
PREPARATORY - 1 HOUR			
AIRWAY - 2 HOURS			
PATIENT ASSESSMENT - 3 HOURS			
MEDICAL/BEHAVIORAL EMERGENCIES - 4 HOURS			
TRAUMA - 4 HOURS			
OBSTETRICS - 2 HOURS			
PEDIATRICS - 2 HOURS			
CARDIAC EMERGENCIES/AED - 4 HOURS			
ELECTIVES - 2 HOURS			

Date Stamp

### SECTION III: EMT-I/85 RECORD OF THE ADDITIONAL SIXTEEN (16) CONTINUING EDUCATION HOURS

**A list of categories for additional continuing education hours can be found on page 4.**

[illegible]

## SECTION IV: CPR VERIFICATION

CPR certification can be verified below by taping a photocopy (front and back) of your current CPR card or by having the CPR instructor sign, date, and write the expiration date of the current CPR certification on the lines provided.

### **Photocopy of Current CPR Certification (front side)**

- or -

I hereby verify the applicant has been examined and performed satisfactorily so as to be deemed competent in each of the following:

- Adult 1 and 2 rescuer CPR
- Adult obstructed airway
- Child CPR
- Child obstructed airway
- Infant CPR
- Infant obstructed airway

\_\_\_\_\_  
Verifying Signature

\_\_\_\_\_  
Date

### **Photocopy of Current CPR Certification (back side)**

\_\_\_\_\_  
Expiration Date of Current  
CPR Certification

## SECTION V: SKILLS MAINTENANCE

As Medical Director of the EMT-I/85 training/operations, I do hereby affix my signature below attesting to the continued competence in the following skills:

1. Patient Assessment (medical and trauma);
2. Oxygen Therapy; and
3. IV Therapy (eight successful IVs on live patients or volunteers during the two year certification period, one every three months).

\_\_\_\_\_  
Physician's Signature

\_\_\_\_\_  
State & License#

- C. Enhance skills in the use and maintenance of emergency medical care equipment, and
- D. Provide opportunities for discussion, skills practice, and critiques. These objectives may be accomplished by:
  - 1. Group training, and
  - 2. Teaching classes.
- A. Group training includes:
  - 1. Workshops and seminars related to the required skills of an Emergency Medical Technician-Intermediate/85. Examples include CPR, airway management, extrication, patient assessment, use of equipment, refresher courses, etc.,
  - 2. Local training meetings scheduled to review emergency medical services procedures. This includes protocol review and other local EMS policies and procedures review,
  - 3. Training meetings where a guest speaker presents material related to emergency care procedures, medical/legal related requirements or other topics which are directly related to the function of an Emergency Medical Technician,
  - 4. Demonstration or practice sessions using available life support equipment,
  - 5. Community emergency exercises, disaster drills, etc.,
  - 6. Audio visual materials that illustrate or review proper emergency care procedures, and
  - 7. Other continuing education approved by the South Dakota Emergency Medical Services Office.
- B. Teaching classes includes:
  - 1. Teaching the general public topics within the scope of the Emergency Medical Technician-Basic or Intermediate/85. Each course taught can be used once each recertification period, and
  - 2. Teaching or coordinating EMS courses approved by the South Dakota Emergency Medical Services Office.

# **Mandatory Hours Subject Summary**

The following outlines the general topics found in each mandatory category. The outline may not cover all topics that fall under the mandatory category. If you have a question as to a particular subject and where that subject fits, please contact the South Dakota EMS Office at (605) 773-4031 for assistance.

## **PREPARATORY - 1 HOUR**

- Roles and Responsibilities
- Infection Control
- Well-being of the EMT
- Medical/Legal and Ethical Issues
- Human Body - Anatomy and Physiology
- Baseline Vitals/SAMPLE History
- Lifting and Moving Patients

## **AIRWAY - 2 HOURS**

- Management and Ventilation
- Advanced Airway Skills

## **PATIENT ASSESSMENT - 3 HOURS**

- Scene Size-up
- Focused History and Physical Exam
  - Medical Patient
  - Trauma Patient
- Detailed Physical Exam
- Ongoing Assessment
- Communications
- Documentation
- Medical Direction

## **MEDICAL/BEHAVIORAL EMERGENCIES - 4 HOURS**

- General Pharmacology
- Respiratory Emergencies
- Cardiovascular Emergencies (can be used in the Cardiac/AED Category)
- Diabetic Emergencies
- Allergic Emergencies
- Poisoning Emergencies
- Environmental Emergencies
- Behavioral Emergencies
- Geriatric Emergencies

## **TRAUMA - 4 HOURS**

- Bleeding and Shock (tissue hypoperfusion)
- Soft Tissue Injuries
- Musculoskeletal Injuries
- Head and Spinal Trauma

## **OBSTETRICS - 2 HOURS**

- Emergency Childbirth
- Childbirth Complications
- Gynecological Emergencies

## **PEDIATRICS - 2 HOURS**

- Pediatric Anatomy and Physiology
- Pediatric Airway and Oxygen Administration
- Pediatric Assessment
- Pediatric Management
  - Medical Patient
  - Trauma Patient
- Child Abuse and Neglect
- Pediatrics with Special Needs

## **CARDIAC EMERGENCIES/AED - 4 HOURS**

- **AED, ambulance personnel are required to have AED review every six months.**
- Cardiac Anatomy and Physiology
- Cardiac Compromise (disorders)
- Cardiac Arrest
- AED Operations Review

## **ELECTIVES - 2 HOURS**

- Other EMS Related Courses
- EVOC
- Extrication
- CPR Instruction

Note - The South Dakota EMS Office does not accept the following as continuing education hours:

- Home Study Programs
- Performance of Duty
- Volunteering with EMS Agencies
- Serving as a Practical Skills Station Examiner
- Serving as a Patient Assessment Instructor
- Clinical Observation
- First Aid/Safety Courses

## **Insurance**

The State of South Dakota does not require the Emergency Medical Technician to have malpractice insurance. Insurance is an option open to the individual and the local agencies.

## **Notes**

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